A meeting of the Learning and Teaching Committee was held on Monday, 6th February 2006 in M10 5.01, Mt Gravatt Campus at 10.00am

**ACTION SHEET**

**PRESENT:**

Professor John Dewar (Chair)

Professor Stephanie Short

Professor Neil Dempster

Professor Paul Turnbull

Dr Heather Alexander

Mr Dave Edwards

Dr Alf Lizzio

Professor Michelle Barker

Associate Professor Jay Turner

Professor Lorelle Frazer

Mr Dane Falvo

Professor Royce Sadler

Kevin Ashford-Rowe for Dr Michael Crock

Professor Joy Cumming

Mr John Swinton

**APOLOGIES:**

Dr Rodney Stewart

Professor Lex Brown

Dr Joseph McDowall

Professor Bill Shepherd

Secretary: Christine Grimmer

Karen van Haeringen

1.0 **CONFIRMATION OF MINUTES**

The Action Sheet of the 2/2006 meeting of the Learning and Teaching Committee, having been circulated, was confirmed.

<table>
<thead>
<tr>
<th>Name of Item</th>
<th>Brief Description</th>
<th>Action</th>
<th>Attachments</th>
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<tr>
<td>GRIFFITH E-LEARNING FELLOWSHIP</td>
<td>At its 1/2006 meeting the Learning Environment Committee discussed a draft Griffith Educational Technology (GET) Fellowship, a six-month full-time fellowship for academic and other staff involved in supporting teaching and learning. A revised fellowship, the Griffith E-Learning Fellowship (GEL) Fellowship(2006/0002259)</td>
<td>1. The Learning and Teaching Committee recommended the Fellowship to Academic Committee for approval at its 16/3/2006 meeting</td>
<td>Griffith E-Learning Fellowship (GEL) Fellowship (2006/0002259)</td>
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was recommended to the Learning and Teaching Committee for forwarding to Academic Committee for approval.

| 6.0 DIGITAL REPOSITORY - ONLINE DEPOSIT OF COURSEWORK THESSES | Martin will take the following feedback to inform the process on online deposit of Honours and Masters by Coursework theses: 1. exemplars should be of sufficient quality 2. access should be limited to the Griffith IP range 3. Faculties should have some input to screen deposits for quality. 4. Mandatory sending of copies to the library could cease | Scoping the online deposit of honours and masters by coursework theses (2006/0007019) |
| Mr Martin Borchert, Associate Director, Administration, Access Services, attended the meeting to speak to the scoping paper Scoping the online deposit of honours and masters by coursework theses (2006/0007019) and to seek input from the Learning and Teaching Committee |

| 7.0 IMPLEMENTATION STRATEGY FOR WORK INTEGRATED LEARNING | The Learning and Teaching Committee was requested to develop definitions and targets for work-integrated learning and research-led learning to support priorities and targets in the Academic Plan 2 for 70% of programs to demonstrate identifiable components of work-integrated learning and research based learning by 2010. A proposal for an extension to the Office of Community Partnerships website to capture Work Integrated Learning activities that meet the definition of Work Integrated Learning as adopted by the Academic Committee at its 1/2006 meeting was discussed | Definition of Work Integrated Learning (2005/0025025) Office of Community Partnerships website – proposed extensions to capture work-integrated learning activities 2006/0007024 |
| The Learning and Teaching Committee after some discussion concluded that the tool which comprises a web based form that populates the Expertise engine and publishes to the Work Integrated Placement, WIL programs site within the Office of community Partnerships was not a suitable avenue for capturing data for all groups and programs with WIL activities. However the Committee recommended that the 1. Head of Secretariat was asked to investigate whether the information can be gathered via the Program Catalogue |

| 8.0 GRIFFITH SIGNATURE EXPERIENCE PROJECT REPORTS | Initiatives aimed at embedding the Griffith signature experiences were invited by the DVC (Teaching and Learning) to the University community on 5 August 2004. Final applications are due in the next few months. | The Development of Interdisciplinary Approaches and Cultural Competence in Health Group Students – Final report (2006/0007020) |
| nil |

A final report from the...
<table>
<thead>
<tr>
<th>Action Item</th>
<th>Description</th>
<th>Action</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.0 REVISION OF UNDERGRADUATE SCHOLARSHIPS</td>
<td>The proposal for Revision of Undergraduate Scholarships builds - <em>A New Approach to Undergraduate Scholarships for Domestic Students</em> (2005/0035268) was approved by executive Group and circulated for noting by the Committee.</td>
<td>nil</td>
<td><em>A Proposal for revision to Undergraduate Scholarships (2006/0007021).</em></td>
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<tr>
<td>10.0 HONOURS COLLEGE-DISCUSSION PAPER</td>
<td>The paper <em>A Proposal for a Griffith Honours College</em> (2006/0007022) was approved by Executive Group and circulated for the information of the Committee.</td>
<td>nil</td>
<td><em>A Proposal for a Griffith Honours College (2006/0007022).</em></td>
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The next meeting of the Learning and Teaching Committee will be held on **Monday 3 April 2006 in at 10.00am in G18_3.02 (Graham Jones Centre), Gold Coast campus.**

Confirmed: .................................................................
(Chair)

Date: .................................................................